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Security Information

OFFICE OF TRAINING

OFFICE
NO. 34-53

4 December 1953

SUBJECT: OTR Staff Meeting

1. Effective 8 December 1953, a meeting of OTR Division and Staff Chiefs will be held at 10:00 a.m. on alternate Tuesdays in the Conference Room, Building [REDACTED]. This will replace the weekly staff meetings of the Deputy Directors, TR(S), TR(G), and Chief, Support Staff.

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2. The agenda for each meeting will be prepared by the Chief, Plans and Research Staff. Division and Staff Chiefs will forward items for the agenda to the Chief, Plans and Research Staff by noon each Friday preceding the staff meeting.

[REDACTED]

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MATTHEW BAIRD
Director of Training

Distribution: OTR Staff, Division
and Branch Chiefs

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.

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